

Center for Educational Performance and Information (CEPI)

*Michigan Education Information System
(MEIS)*

School Infrastructure Database (SID)

Data Field Descriptions

End-of-Year 2006 Submission

Questions?
Contact: 517.335.0505
e-mail: Help-Desk@michigan.gov



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Information Regarding the EOY 2006 SID Submission

Please note the following:

- Changes that have been made to the SID Data Field Descriptions since the previous submission are noted in Arial font with a dashed underline.

Managing your MEIS Account

E-mail address and phone number. It is important for the MEIS user information to be current. E-mail messages are sent to all authorized users of an application. Therefore, it is imperative to keep the e-mail address current in your MEIS account. Because it is sometimes necessary for the state to contact an authorized user by telephone, your phone number must be kept current as well. If an update is necessary for either an e-mail address or a phone number, do the following:

1. Update an MEIS account at <http://www.michigan.gov/meis>.
 - a. Click on the MEIS logo.
 - b. Log in as an MEIS User.
 - c. Click on "Edit Personal Information."
 - d. Click on "Save Changes" to update your account.
 - e. Click on "Return to the MEIS User Management Main Menu."
 - f. Log out of MEIS.
2. Notify the Department of Information Technology (DIT) Client Service Center of the changes via e-mail (Help-Desk@michigan.gov). Include the following information in the e-mail message: name, MEIS account(s), district name and district number, changes (e.g., e-mail address, phone number), and each CEPI application for which the user has authorization.

Name Change. A name change affects your security access to an application. Users are only allowed to log in as the individual named on the security agreement. If an individual user has a name change, the individual must do the following:

1. Create a new MEIS account at www.michigan.gov/meis.
2. Complete and submit the appropriate security agreement(s) for the CEPI application(s) for which he/she has authorization. The security agreement for SID is located on the CEPI Web site at www.michigan.gov/cepi. Click on "MEIS Data Services" and then on "School Infrastructure Database." The security agreement may be found under the heading "Submit SID Data to CEPI."
3. Notify the DIT Client Service Center (Help-Desk@michigan.gov) to close the former MEIS account (issued with the prior name).

State of Michigan Office Contact

Each field listing in the SID Data Field Descriptions contains a state of Michigan office contact. This is the office to which content questions pertaining to a particular field should be directed. As always, for technical assistance with your data submission, please contact the DIT Client Service Center at 517-335-0505 or help-desk@mi.gov. Please provide your name, district code, district name, CEPI application name, your telephone number (including area code and extension), your e-mail address, and your specific questions.

Index of Page Edits

EOY 2006 SID Data Field Descriptions

For your convenience, a list of the page numbers in the EOY 2006 Data Field Descriptions that contain edits, marked by ~~striketrough~~ (no longer in effect) or underlined Arial font (new requirement or clarification), appear below:

Field Number	Field Name	Page No.	Edits/Changes
1	School Safety Practice	9	-Items 1 through 19 and 22 are optional beginning with EOY 2006. -Item 11 changed to: Integrated home-land security in school practices into school safety plan -Item 16 changed to: Provide staff training in risk assessment -New Item: Item 22: Schoolwide training in positive behavioral support and intervention
2	School Safety Plan	11	-Item 2 changed to: Riots (large scale fights removed) -Item 4 changed to: e.g., Disaster planning (tornadoes, floods, chemical spill, etc.) -New Item 6: Lock down
3	School Prevention Program	13	-New item: Item 27: Balanced and restorative justice conferencing (aka transformative conferencing)
4	School Disciplinary Problems	14 - 15	Report the number of incidents that occurred in three categories (Student Bullying, Truancy, and Disciplinary Referrals) rather than reporting of frequency of occurrences in 12 categories.
5	Physical Violence/Assaults	17	Change in definition to include incidents reported to 911 or law enforcement or incidents that resulted in detention, suspension or expulsion on school property or at a school-sponsored activity.
6	Gang-Related Activity	18	Definition clarification
7	Illegal Possession	19	Added correct Michigan Compiled Law (MCL) reference. Added words "or at a school-sponsored activity."
8	Trespassers or Intruders	20	Indicate incidents when 911 or law enforcement were called. Indicate incidents that occurred on school property or at a school-sponsored activity.
9	Vandalism	21	Definition clarification. Programming edit added.
10	Cost of Property Damage	22	Report the estimate of funds needed for repairs based on incidents reported in Field 9: Vandalism.
11	Verbal Assaults Reserved field	23	Field has been eliminated and is now a reserved field. Do not report.
12	Criminal Sexual Conduct	24	New field name and definitions have been added for this field.
13	Hostage	26	Indicate the number of incidents that occurred on school property or at a school-sponsored activity.

14	Suspected Armed Subject Reserved field	27	Field has been eliminated and is now a reserved field. Do not report.
15	Weapons on School Property	28	New definition of dangerous weapon. Indicate the number of incidents that occurred on school property or at a school-sponsored activity.
16	Homicide	30	Indicate the number of homicides that occurred over the past school year on school property or at a school-sponsored activity.
17	Drive-By Shootings	31	Indicate the number of incidents that occurred on school property or at a school-sponsored activity.
18	Bomb Threat	32	Internet has been added to the list.
19	Explosion	33	Indicate the number of incidents that occurred on school property or at a school-sponsored activity.
20	Arson	34	Indicate the number of incidents that occurred on school property or at a school-sponsored activity.
21	Robbery or Extortion	35	Indicate the number of incidents that occurred on school property or at a school-sponsored activity.
22	Unauthorized Removal of Student	36	Indicate the number of incidents that occurred on school property or at a school-sponsored activity.
23	Threat/Attempt of Suicide	37	Indicate the number of incidents that occurred on school property or at a school-sponsored activity. Removed the words: "including phone, fax, e-mail or reported conversation."
24	Suicide	38	Indicate the number of incidents that occurred on school property or at a school-sponsored activity.
25	Larceny (Theft)	39	Indicate the number of incidents that occurred on school property or at a school-sponsored activity. Removed the words: "or damage motivated by hate or that is gang related."
26	Illegal Drug Use or Overdose	40	Indicate the number of incidents that occurred on school property or at a school-sponsored activity.
27	Minor in Possession of Alcoholic Liquor	41	Field 27 from EOY 2005 has now been split into two fields. Field 27 now collects the number of incidents of possession of alcoholic liquor by minors.
28	Minor in Possession of Tobacco Products	42	New field. This item was formerly part of field 27. Field 28 now collects the number of incidents of possession of tobacco products by minors.
28 29	Bus Incident or Accident	43	New field number. Rewording of definition. Districts are to report all bus incidents or accidents under the central office (00000).
29 30	Title I Program	44	New field number. Reported in the Fall only.
30 31	Title I Instruction in Schoolwide Program	45	New field number. Reported in the Fall only.
31 32	Migrant Program	46	New field number. Programming edit added.
32 33	Migrant Project Types	47	New field number. Definition clarification. Programming edit added.
33 34	Tuition and Fees	48	New field number.
34 35	11 th Grade Eligible	49	New field number. Definition clarification.

35 36	11 th Grade Participants	50	New field number.
36 37	12 th Grade Eligible	51	New field number. Definition clarification.
37 38	12 th Grade Participants	52	New field number.
38 39	Postsecondary Courses Paid	53	New field number.
39 40	Postsecondary Courses- Postsecondary Credit	54	New field number.
40 41	Postsecondary Courses- High School Credit	55	New field number.
41 42	Courses Not Completed	56	New field number.
42 43	Alternative Services for Suspended and Expelled Students	57	New field number.
43 44	Students Who Are Victims of Violent Criminal Offenses	58	New field number. Definition clarification.
	Glossary	60	New item. Provides definitions for terminology used in the field descriptions.

Field 1: School Safety Practices

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	22 characters
Record position/type:	001-022, alpha
Database field name:	SIDSftyPrac
SIF tag:	<>
Code/format:	This is a 22-position field (NNNNNNNNNNNNNNNNNNNNNNNNNN). Y Yes N No

Dependencies with other fields:

Programming edits: ~~Items 20 and 21 must have a "Yes" or "No" response or the field submission will not be complete. Items 1 through 19 and 22 are optional beginning with the EOY 2006 SID submission. Each of the 22 items listed in this field must have a "Yes" or "No" response or the field submission will not be complete.~~ These items will be used to provide school safety practice analysis and feedback in conjunction with state offered health and safety surveys.

Definition: Indicate with a "Yes" or "No" whether the safety practice has been implemented in your school over the past school year. Items 20 and 21 are requirements of the Federal Gun-Free Schools Act Report. Indicate with a "Yes" or "No" whether your school is in compliance with the law. ~~Items 1 through 19 and 22 are no longer required; however, districts are encouraged to report the data.~~

Position
Y Yes
N No

- 1 Warning codes used to alert faculty of a critical incident

- 2 Tactical evacuation route for students or entry routes for emergency support teams
- 3 Off-site staging area for assembly and communication at the onset of critical incident
- 4 Emergency communication tree or plan
- 5 Facility blueprints and site plan on file with emergency support team
- 6 Control access to site during school hours (doors locked or monitored)
- 7 Control access to grounds during school hours (gates locked or monitored)
- 8 Students required to pass through metal detectors each day
- 9 Visitors required to pass through metal detectors
- 10 Campus closed for most students during lunch
- 11 Integrated "home-land security in school" practices into school safety plans
~~Random dog sniffs to check for drugs~~
- 12 Random sweeps for weapons
- 13 Require clear book bags or ban book bags
- 14 Require students to wear badges or picture IDs
- 15 Require staff to wear badges or picture IDs
- 16 Provide staff training in risk assessment ~~Require faculty to conduct student profiling~~
- 17 Security cameras used to monitor the school
- 18 Telephones provided in most classrooms
- 19 Emergency button provided in lavatories
- 20 In compliance with the state law that requires that a student who brings a firearm to school be expelled for one year
- 21 In compliance with the Elementary and Secondary Education Act (ESEA), Section 14602 that requires referral to the criminal justice or juvenile delinquency system of any student who brings a firearm to school
- 22 Schoolwide training in positive behavioral support and interventions

Field 2: School Safety Plan

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	<u>Six</u> five characters
Record position/type:	023-028, character
Database field name:	SIDSftyPlan
SIF tag:	<
Code/format:	This is a <u>six</u> five -position field. (<u>AAAAAA</u>)

Dependencies with other fields:

Programming edits: Each of the six ~~five~~ items listed in this field must have a "Yes" or "No" response or the field submission will not be complete.

Definition: Indicate with a "Yes" or "No" whether your school has a written plan that describes procedures to be observed in each of the critical incidents listed.

Position

Y Yes
N No

- 1 Shootings
- 2 Riots ~~or large-scale fights~~
- 3 Bomb scares or comparable threats (excluding fire)
- 4 ~~Natural~~ Disaster planning (tornadoes, floods, ~~chemical spill, etc.~~)
- 5 Hostages
- 6 Lock down

Field 3: School Prevention Program

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	27 characters
Record position/type:	029-055, character
Database field name:	SIDPrevProg
SIF tag:	<>
Code/format:	This is a 27-position field (AAAAAAAAAAAAAAAAAAAAAAAAAAAAA).

Dependencies with other fields:

Programming edits: Each of the 27 items listed in this field must have a "Yes" or "No" response or the field submission will not be complete.

Definition: Indicate with a "Yes" or "No" whether your school conducted any formal programs intended to prevent or reduce violence or drug use over the past school year.

Position

Y Yes
N No

- 1 Implemented a violence prevention curriculum
- 2 Practiced behavior modification/intervention with students
- 3 Provided group counseling (social work) or therapeutic activity for students
- 4 Provided peer mentoring or coaching program
- 5 Provided peer mediation (student court) in resolving conduct problems
- 6 Provided conflict resolution training to staff and students
- 7 Provided programs that promote a sense of social integration among students
- 8 Established a hotline for students to report problems
- 9 Provided training and assistance in classroom management to teachers
- 10 Revised or reviewed schoolwide discipline policy

- 11 Made architectural or environmental modifications to reduce crime or violence
- 12 Used a paid law enforcement or security service
- 13 Implemented a drug prevention service
- 14 Conducted community service projects on prevention
- 15 Implemented teacher/staff training on violence/drug prevention
- 16 Conducted public/parent awareness activities on violence/drug prevention
- 17 Offered after-school or before-school programs
- 18 Provided alternative education programs
- 19 Underwent curriculum acquisition or development
- 20 Provided services for out-of-school youth (school-age)
- 21 Administered special one-time events (not included in the above mentioned programs)
- 22 Involved community agencies or organizations in administering drug- and violence-prevention services via joint service delivery (including referrals)
- 23 Involved community agencies or organizations in administering drug- and violence-prevention services via teacher/staff training
- 24 Involved community agencies or organizations in administering drug- and violence-prevention services via public awareness activities
- 25 Involved community agencies or organizations in administering drug- and violence-prevention services via fundraising
- 26 Allowed students to participate in the design, delivery or critiquing of a drug- or violence-prevention program
- 27 Balanced and restorative justice conferencing (aka transformative conferencing)

A transformative conference brings together the people most affected by the wrongdoing: the victim, the offender, and their respective families and/or supporters. The conferencing process gives everyone present an opportunity to discuss what harm has been done, to express how the crime has affected them, and to participate in generating a plan for making things better and/or repairing the harm. The process is run by a trained facilitator, and typically takes from one to three hours. Other

Field 4: School Disciplinary Problems

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308 - 380.1311a; NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	12 characters
Record position/type:	056-067, character
Database field name:	SIDDiscProb
SIF tag:	◇
Code/format:	This is a 12-position field (NNNNNNNNNNNNNN).

Dependencies with other fields:

Programming edits: A value must be submitted for each category. A frequency value must be indicated for each of the 12 positions or this field will not have a complete submission.

Definition: Districts are to report the number of incidents for each category that have occurred during the past school year on school property or at a school-sponsored activity.

Position

1 – 4	Student bullying	_____	(NNNN)
5 – 8	Truancy	_____	(NNNN)
9 – 12	Disciplinary referrals	_____	(NNNN)

Bullying – A student is being bullied when he or she is exposed, repeatedly and over time, to negative actions on the part of one or more students.

Bullying is chronic, occurs over time and involves an imbalance of power or strength between the bully(ies) and the victim. The victim, in a particular situation, has difficulty defending himself/herself. Aggressive behaviors include physical, verbal, and/or non-verbal. As a

disclosure of bullying occurs, consider individual differences between age, grade level, gender, race, ethnicity, class, social status, religion, and past history. Earlier experiences may reveal that the offending student has been a previous victim and perceives aggressive behavior as a successful strategy. Bullying is learned and aimed at gaining material things and/or power. Bullying examples are listed below:

Indirect Bullying

- Getting another person to assault someone
- Spreading gossip and harmful rumors
- Encouraging others to reject or exclude someone from a group, activity, or a relationship
- Cyber-bullying

Direct Bullying

- Hitting, kicking, shoving, spitting
- Taunting, humiliation, name calling, intimidation, degrading comments, hurtful written communication
- Threatening, obscene gestures

Truancy – If a student is absent without an excuse by the parent/guardian, or if the student leaves school or a class without permission of the teacher or administrator in charge, it will be considered to be an unexcused absence, and the student shall be considered truant (absent without permission).

Disciplinary Referrals – Staff referrals that are made to the administrative office that result in an administrative sanction. Administrative sanctions include but are not limited to:

- In-school suspension
- Detention
- Suspension
- Expulsion
- Community service

Position

- 1— Student social tensions
- 2— Student bullying
- 3— Student verbal abuse of teachers
- 4— Student misbehavior on bus
- 5— Student insubordination
- 6— Student extortion
- 7— Widespread disorder in classrooms
- 8— Student acts of disrespect for teachers
- 9— Undesirable gang activities
- 10 Undesirable cult or extremist group activities
- 11 Physical attacks or fighting
- 12 Truancy

Definition: Using the scale, indicate the relative frequency with which these types of problems have occurred at your school over the prior school year.

Using the scale, indicate the relative frequency with which these types of problems have occurred at your school over the prior school year.

For analysis purposes, values will be assigned to your responses as follows (Note: these values do not indicate the number of occurrences, but rather represent a scale of measure):

Frequency	Value
No Occurrences (0 per 100 students)	0
Low (1-3 per 100 students)	1
Low-Medium (4-7 per 100 students)	2
Medium (8-11 per 100 students)	3
Medium-High (12-15 per 100 students)	4
High (over 15 per 100 students)	5

Field 5: Physical ~~Violence~~/Assaults

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310 - 380.1311a NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	Four characters
Record position/type:	068-071, integer
Database field name:	SIDCrMPhyVio
SIF tag:	◇
Code/format:	This is a four-position field (NNNN).
Dependencies with other fields:	

Programming edits: None

Definition: Indicate the number of incidents of physical assaults between a student and another person(s) that were reported to law enforcement or that resulted in suspension or expulsion. These incidents must have occurred over the past school year on school property or at a school-sponsored activity.

A **physical assault** means intentionally causing or attempting to cause physical harm to another through force or violence as defined in Section 380.1310(3)(b) and 380.1311a (12)(b) of the Michigan Compiled Law (MCL).

Note: If the student was in possession of a weapon, the incident should be reported in **Field 15: Weapons on School Property**.

Field 6: Gang-Related Activity

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311 Penal Code MCL 750.411t; NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	Four characters
Record position/type:	072-075, integer
Database field name:	SIDCrMGngAct
SIF tag:	◇
Code/format:	This is a four-position field (NNNN).
Dependencies with other fields:	
Programming edits:	None
Definition:	Indicate the number of incidents when 911 or law enforcement the police were called as a result of gang-related activity that occurred on school property <u>or at a school-sponsored activity</u> over the past <u>school</u> year.

Field 7: Illegal Possession

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311 NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	Four characters
Record position/type:	076-079, integer
Database field name:	SIDCrInPoss
SIF tag:	◇
Code/format:	This is a four-position field (NNNN).
Dependencies with other fields:	
Programming edits:	None

Definition: Indicate the number of incidents that occurred during the past school year that involved the illegal use, possession or sale of a controlled substance (~~MCL 333.7104 [2, 3]~~ ~~(MCL 333.7106[3])~~, prescription drug or narcotic (MCL 333.7107[4]) on school property or at a school-sponsored activity.

Field 8: Trespassers or Intruders

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311 NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	Four characters
Record position/type:	080-083, integer
Database field name:	SIDCrnTres
SIF tag:	◇
Code/format:	This is a four-position field (NNNN).
Dependencies with other fields:	
Programming edits:	None
Definition:	Indicate the number of incidents when 911 or <u>law enforcement</u> the police were called over the past school year as a result of an intruder or trespasser on school property <u>or at a school-sponsored activity</u> . An intruder or trespasser is defined as one who enters or remains on a public school campus or facility without authorization and with no lawful purpose.

Field 9: Vandalism

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311 NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	Four characters
Record position/type:	084-087, integer
Database field name:	SIDCrMVand
SIF tag:	◇
Code/format:	This is a four-position field (NNNN).
Dependencies with other fields:	10

Programming edits: If a value greater than zero "0" is reported in this field, a value greater than zero "0" must be reported in Field 10: Cost of Property Damage, or a fatal error will be reported.

Definition: Indicate the number of incidents of vandalism or destruction of school property over the past school year. Other property crimes to be reported include, but are not limited to, theft, arson, and graffiti.

An incident requiring mandatory reporting involves one of the following: damage in excess of \$100, numerous events of minor damage (less than \$100), or damage ~~motivated by hate or~~ that is gang related.

Field 10: Cost of Property Damage

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311 NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	Six characters
Record position/type:	088-093, integer
Database field name:	SIDCostDamage
SIF tag:	◇
Code/format:	This is a six-position field (NNNNNN).
Dependencies with other fields:	9

Programming edits: If a value greater than zero "0" is reported in this field, a value greater than zero "0" must be reported in Field 9: Vandalism.

Definition: Indicate an estimate of the funds needed to repair the vandalism or destruction of school property over the past school year as reported in Field 9: Vandalism.

Field 11: Reserved

~~Field 11: Verbal Assaults~~

Submission date:

End of Year

Field use:

Revised School Code, MCL 380.1308; 380.1310a; 380.1311;
380.1311a; NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151

State of Michigan office contact:

Kyle Guerrant; 517-335-0565

Field specification:

Four characters

Record position/type:

094-097, integer

**OMIT as of
EOY 2006**

Database field name:

SIDVerbAslt

SIF tag:

⇔

Code/format:

This is a four-position field (NNNN).

Dependencies with other fields:

Programming edits: None

Definition: ~~Indicate the number of occurrences of verbal assaults by a student in grade six or above against an employee, volunteer or contractor of the school board over the past year. A verbal assault is defined as name calling, racial or ethnic slurs, or derogatory statements addressed to others designed to precipitate disruption, incite violence or impede the school program, as defined by school board policy or Section 380.1311a(2) of the MCL.~~

Field 12: Criminal Sexual Conduct Assault

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311 NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151 MCL 750.520(b)-(e) or (g)
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	Four characters
Record position/type:	098-101, integer
Database field name:	SIDCrMSEXCOND
SIF tag:	<>
Code/format:	This is a four-position field (NNNN).
Dependencies with other fields:	
Programming edits:	None

Definition: Indicate the number of criminal sexual conduct incidents [(MCL750.520(b)-(e) or (g))] over the past school year that occurred on school property or at a school-sponsored activity. Criminal sexual conduct is defined as:

To report criminal sexual conduct (CSC), consider the interaction between the victim and the assailant's age, gender, contact and the use of force. School staff to whom a CSC disclosure is reported may view the disclosure through a perception of who a "typical assailant" might be. Rather than assume that the assailant is male, older, and/or stronger than the victim, the reverse may be true. The threat of force may reduce the natural advantage that age, gender, and/or strength might provide to the victim. In addition, the capacity to understand and/or respond should also be considered in terms of cognitive impairment, mental incapacity, and physical helplessness at the time of the incident. As mandated reporters, the school staff

members are required to report any incidence or suspected incidence of CSC. An incidence of CSC includes at least, but is not limited to, the following scenarios.

Examples of CSC which meet the definition of this offense:

- An assailant can be under the age of 13 and may perpetrate an act of CSC on an older victim, even an adult.
- An assailant can be a 15-year-old female and may perpetrate an act of CSC on a male 16 or older.
- When two 16-year-olds are involved in sexual activity, and one of them is under the influence of alcohol and/or other drugs, the non-using student is perpetrating an act of CSC. When both students are using alcohol and other drugs, CSC may still have occurred.
- When two 16-year-olds are involved in sexual activity, and one of them is cognitively impaired, the student with competent cognitive ability is perpetrating an act of CSC.

Sexual penetration involving a person under the age of 16 is criminal sexual conduct. If further explanation is necessary, please refer to the statute noted in this section.

Sexual touching of a person's intimate parts involving a person under the age of 13 is criminal sexual conduct. Sexual touching of a person's intimate parts involving a person 13, 14, or 15 is criminal sexual conduct if the actor is five or more years older. A person's intimate parts include the breast, the buttocks, groin, or genital areas and the clothing covering any of these areas.

Note: With regard to sexual touching between two or more students of at least the age of 13 and under the age of 16, please refer to the local district's Department of Human Services and the local district's policy on cooperating with local law enforcement and the local district's Department of Human Services (formerly Family Independence Agency).

Non-consensual sexual penetration or the unconsented touching of a person's intimate parts. A person's intimate parts include the breast, buttock or genital areas.

Sexual penetration includes oral sex or the insertion of any object into a person's genital or anal openings.

Consensual sexual penetration involving a person under the age of 16 is criminal sexual conduct.

Consensual sexual touching involving a person under the age of 13 is criminal sexual conduct, and consensual sexual touching of a person between the ages of 13 and 16 is criminal sexual conduct if the perpetrator is five or more years older than the victim.

Field 13: Hostage

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311; 380.1311a NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	Four characters
Record position/type:	102-105, integer
Database field name:	SIDHostage
SIF tag:	◇
Code/format:	This is a four-position field (NNNN).
Dependencies with other fields:	
Programming edits:	None
Definition:	Indicate the number of incidents where when a person was unlawfully held by another against his/her will on school property or at a school-sponsored activity over the past school year.

Field 14: Reserved

~~Field 14: Suspected Armed Subject~~

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311; 380.1313; NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	Four characters, integer
Record position/type:	106-109, integer
Database field name:	SIDCrmSuspArm
SIF tag:	⇔
Code/format:	This is a four position field (NNNN).

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Dependencies with other fields:

~~Programming edits:~~ None

~~Definition:~~ Indicate the number of incidents when 911 or law enforcement was called when it was believed that a person was armed on school property.

~~Note:~~ If the person was actually in possession of a weapon, the incident should be reported under **Field 15: Weapons on School Property**.

Field 15: Weapons on School Property

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308, 380.1310a; 380.1311; 380.1313; NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	Four characters
Record position/type:	110-113, integer
Database field name:	SIDCrMwepSchProp
SIF tag:	<>
Code/format:	This is four-position field (NNNN).

Dependencies with other fields:

Programming edits: None

Definition: Indicate the number of incidents over the past school year when a person was in possession of a dangerous weapon anywhere on school property or at a school-sponsored activity, including but not limited to buses, cars, and lockers.

~~The term weapon includes: firearms, bombs, silencers, double edged non folding stabbing instruments, switchblades, blackjacks, slingshots, billy clubs, bludgeons, metallic knuckles, sand clubs, sand bags, laser or stun guns, gas ejecting devices that are not self defense spray devices or any other articles carried or possessed for use as weapons, e.g., a tire iron, or a baseball bat carried for purpose of assault or defense.~~

The term "dangerous weapon" means a firearm, dirk, dagger, stiletto, iron bar, knife with a blade over three (3) inches in length, pocket knife opened by a mechanical device, and brass knuckles [MCL 380.1313(4)]. The definition of firearm in section 380.11 refers to the definition of that term in the federal Gun-Free Schools Act of 1994, which in turn refers to another section of federal law which defines firearm as:

- Any weapon (including a starter gun) which will or is designed or may readily be converted to expel a projectile by the action of an explosive;
- The frame or receiver of any such weapon;
- Any firearm muffler or firearm silencer; or
- Any destructive device.

This category should be used when the primary nature or most serious reportable incident is possession of a weapon, not merely incidental to the furtherance of a more serious offense. If the use of a weapon was incidental to some other offense, e.g., robbery, extortion, hostage or homicide, the incident should be reported in that category.

Field 16: Homicide

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311; NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	Four characters
Record position/type:	114-117 integer
Database field name:	SIDCrmdthHom
SIF tag:	◇
Code/format:	This is four-position field (NNNN).
Dependencies with other fields:	
Programming edits:	None
Definition:	Indicate the number of homicides over the past <u>school</u> year that occurred on school property or <u>at a school-sponsored activity</u> .

Field 17: Drive-By Shooting

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311; 380.1313; NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	Two-character
Record position/type:	118-119, integer
Database field name:	SIDCrMDrvShoot
SIF tag:	◇
Code/format:	This is a two-position field (NN).
Dependencies with other fields:	
Programming edits:	None
Definition:	Indicate the number of drive-by shootings over the past <u>school</u> year that occurred on school property <u>or at a school-sponsored activity</u> .

Field 18: Bomb Threat

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311; 380.1311a; NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	Four-character
Record position/type:	120-123, integer
Database field name:	SIDCrmbmbThrt
SIF tag:	◇
Code/format:	This is a four-position field (NNNN).
Dependencies with other fields:	
Programming edits:	None

Definition: Indicate the number of bomb threats over the past school year received by phone, e-mail, fax, Internet or any other verbal or written notice.

Field 19: Explosion

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311; 380.1311a; NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	Four-character
Record position/type:	124-127, integer
Database field name:	SIDCrMExplo
SIF tag:	◇
Code/format:	This is a four-position field (NNNN).
Dependencies with other fields:	

Programming edits: None

Definition: Indicate the number of unlawful explosions over the past school year that occurred on school property or at school-sponsored activity.

Field 20: Arson

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311; NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	Four characters
Record position/type:	128-131, integer
Database field name:	SIDCrmArsion
SIF tag:	◇
Code/format:	This is a four-position field (NNNN).
Dependencies with other fields:	
Programming edits:	None
Definition:	Indicate the number of <u>incidents of</u> arson over the past <u>school</u> year that occurred on school property <u>or at a school-sponsored activity</u> . Arson means the willful or intentional damage or attempt to damage any real or personal property by fire or incendiary device. (See MCL 750.71 to 750.80.)

Field 21: Robbery or Extortion

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311; NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	Four-character
Record position/type:	132-135, integer
Database field name:	SIDCrMRobExtor
SIF tag:	◇
Code/format:	This is a four-position field (NNNN).

Dependencies with other fields:

Programming edits: None

Definition: Indicate the number of incidents of robbery or extortion over the past school year that occurred on school property or at a school-sponsored activity. These are defined as follows:

Armed Robbery: The taking of property from a person by force or threat while armed with a weapon or article representing a weapon.

Unarmed Robbery: The taking of property from a person by force or threat.

Extortion: Threatening another person for the purpose of extorting money or property, or to compel the threatened person to do an act against the threatened person's will.

Field 22: Unauthorized Removal of Student

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311; NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	Four-character
Record position/type:	136-139, integer
Database field name:	SIDCrMUnauthRemoveStu
SIF tag:	◇
Code/format:	This is a four-position field (NNNN).
Dependencies with other fields:	

Programming edits: None

Definition: Indicate the number of incidents over the past school year when a student was removed from school without authorization. Examples may include a teacher, administrator, other staff, other student, or non-legal guardian who removes a student from school property or a school-sponsored activity without prior approval from the appropriate authority.

Field 23: Threat/Attempt of Suicide

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311; NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	Four characters
Record position/type:	140-143, integer
Database field name:	SIDCrMThrtSuic
SIF tag:	◇
Code/format:	This is a four-position field (NNNN).
Dependencies with other fields:	

Programming edits: None

Definition: Indicate the number of incidents over the past school year when an individual threatened or attempted to commit suicide on school property or at a school-sponsored activity. These threats could be in the form of any verbal or written communication. ~~including phone, fax, e-mail or reported conversation.~~

Field 24: Suicide

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311; NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	Four characters
Record position/type:	144-147, integer
Database field name:	SIDCrmsuieAtmpt
SIF tag:	◇
Code/format:	This is a four-position field (NNNN).
Dependencies with other fields:	
Programming edits:	None
Definition:	Indicate the number of incidents over the past school year when an individual committed suicide on school property <u>or at a school-sponsored activity</u> .

Field 25: Larceny (Theft)

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311; NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	Four-character
Record position/type:	148-151, integer
Database field name:	SIDCrmlarc
SIF tag:	<
Code/format:	This is a four-position field (NNNN).
Dependencies with other fields:	

Programming edits: None

Definition: Indicate the number of larcenies or thefts that occurred on school property or at a school-sponsored activity over the past school year.

An incident requiring mandatory reporting involves one of the following: theft in excess of \$100 or numerous events of minor theft damage (less than \$100). ~~or damage motivated by hate or that is gang related.~~

Field 26: Illegal Drug Use or Overdose

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311; NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024 Leisa Gallagher; 517-241-2293
Field specification:	Four characters
Record position/type:	152-155, integer
Database field name:	SIDCrmlIlDrgOver
SIF tag:	◇
Code/format:	This is a four-position field (NNNN).
Dependencies with other fields:	
Programming edits:	None
Definition:	Indicate the number of incidents when 911 or law enforcement the police were called over the past school year as a result of suspected illegal drug use or suspected drug overdose on school property <u>or at a school-sponsored activity</u> .

Field 27: Minor in Possession of Alcoholic Liquor

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311; NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Lee Rockafellow; 517-373-7022
Field specification:	Four characters
Record position/type:	156-159, integer
Database field name:	SIDCrMmnrPoss
SIF tag:	<>
Code/format:	This is a four-position field (NNNN).

Dependencies with other fields:

Programming edits: None

Definition: Indicate the number of incidents of a minor in possession of alcoholic liquor or when ~~the~~ police or law enforcement was called as a result of a minor in possession of ~~tobacco~~ alcoholic products on school property or at a school-sponsored activity over the past school year. These are defined as follows:

Alcoholic Liquor: Alcoholic liquor includes any beverage containing .05 or more of alcohol by volume (MCL 436.1105). It cannot be possessed by anyone under the age of 21 (Michigan Constitution, Article IV, Section 40 and MCL 436.1703). Beverages with an alcohol content less than .05 by volume, such as non-alcohol beer, cannot be possessed by anyone under the age of 18 (MCL 750.28).

Field 28: Minor in Possession of Tobacco Products

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311; NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151
State of Michigan office contact:	Lee Rockafellow; 517-373-7022
Field specification:	Four characters
Record position/type:	160-163, integer
Database field name:	SIDCrMmnrPossTob
SIF tag:	◇
Code/format:	This is a four-position field (NNNN).

Dependencies with other fields:

Programming edits: None

Definition: Indicate the number of incidents of a minor in possession of tobacco products on school property or at a school-sponsored activity over the past school year when the police or the result of a minor in possession of tobacco products resulted in a disciplinary sanction.

Tobacco Products: It is a misdemeanor for anyone under the age of 18 to possess tobacco products (MCL 722.642). Tobacco products include: cigarettes, cigars, chewing tobacco, tobacco snuff, pipe tobacco, or tobacco in any other form.

Field 28 29: Bus Incident or Accident

Submission date: June 30

Field use: Revised School Code, MCL 380.1308; 380.1310a; 380.1311;
NCLB, 20 USC 7112; 20 USC 7116; 20 USC 7151

State of Michigan office contact:

Field specification: Four characters

Record position/type: 164-167, integer

Database field name: SIDCrmBusIncidAcc

SIF tag: 

Code/format: This is a four-position field (NNNN).

Dependencies with other fields:

Programming edits: None

Definition: Indicate the number of dangerous incidents involving school transportation vehicles that occurred during the past school year. ~~During school transportation when safety of the students or staff was a factor or when a bus accident actually occurred over the past year.~~

Report this field under the central administrative office (00000) or in the school/facility where the central administrative office shares physical space. Report zero "0" in this field for all other schools/facilities.

Field ~~29~~ 30: Title I Program

Submission date:	<u>Fall Supplemental Submission</u>
Field use:	NCLB, 20 USC 6311; 20 USC 6398
State of Michigan office contact:	MaryAlice Galloway; 517-241-4185
Field specification:	One character
Record position/type:	168, character
Database field name:	SIDTitleIProgram
SIF tag:	<>
Code/format:	This is a one-position field (N).
Dependencies with other fields:	Field 31

Programming edits: None

Definition: If the school participates in the Title I, Part A program, indicate the level of participation.

- 1 The school is operating a schoolwide program (SWP) for Title I (complete next field).
- 2 The school is operating a targeted-assistance program (TAP) for Title I (complete Field 91: TAS Instructional Services and Field 92: TAS Support Services in the SRSD).
- 3 The school does not participate in a Title I program (default).

Field ~~30~~ 31: Title I Instruction in Schoolwide Program (SWP)

Submission date: Fall Supplemental Submission

Field use: NCLB, 20 USC 6311; 20 USC 6398

State of Michigan office contact: MaryAlice Galloway; 517-241-4185

Field specification: One character

Record position/type: 169, character

Database field name: SIDTitleIInst

SIF tag: <>

Code/format: This is a one-position field (N).
1 School provides instruction in the four core academic areas of reading/language arts, mathematics, science and social studies
2 School provides instruction in the four core academic areas and English for LEP students
3 School provides instruction in the four core academic areas and Vocational Career Education
4 School provides instruction in the four core academic areas and English for LEP students and Vocational Career Education
5 School does not participate in a Title I schoolwide program

Dependencies with other fields: Field 30

Programming edits: None

Definition: The facility provides a Title I schoolwide program (SWP). The instruction in the school facility covers six academic subject areas: Reading/Language Arts, English for Limited English Proficient (LEP) students, Mathematics, Science, Social Studies, and Vocational/Career Education. Indicate with the correct code which statement applies.

- 1 The school provides instruction in four academic subject areas.
- 2 The school provides instruction in four academic subject areas and in English for LEP students.
- 3 The school provides instruction in four academic subject areas and in Vocational/Career Education.
- 4 The school provides instruction in all six subject areas.
- 5 The school does not participate in a Title I schoolwide program.

Field 31 32: Migrant Program

Submission date: June 30

Field use: NCLB, 20 USC 6311; 20 USC 6398

State of Michigan office contact: Rachael Moreno, 517-373-4001

Field specification: One character

Record position/type: 170, character

Database field name: SIDMEPProgram

SIF tag: <>

Code/format: This is a one-position field (N).
1. School operates a SWP with consolidated migrant funds
2. School operates a migrant program with non-consolidated funds
3. School does not operate a migrant program

Dependencies with other fields: Field 33

Programming edits: If code 3 is reported in this field, code 5 must be reported in Field 33: Migrant Project Types, or a fatal error will be reported.

Definition: If the school participates in the Title I, Part C (Migrant) program, indicate the level of participation.

- 1 The school is operating a schoolwide program (SWP) with migrant funds consolidated with other program funds.
- 2 The school is operating a migrant program that does not combine funds with other programs.
- 3 The school does not operate any migrant programs.

Field 32 33: Migrant Project Types

Submission date: June 30

Field use: NCLB, 20 USC 6311; 20 USC 6398

State of Michigan office contact: Rachael Moreno, 517-373-4001

Field specification: One character

Record position/type: 171, character

Database field name: SIDMEPTypes

SIF tag: <>

Code/format: This is a one-position field (N).
1 Regular ~~term~~ school year with no extended time
2 Regular ~~term~~ school year with extended day/week
3 Summer/intersession ~~term~~ only
4 ~~Multi-term projects~~ Year round (regular school year and summer/intersession)
5 School does not participate in any migrant programs

Dependencies with other fields: Field 32

Programming edits: If code 3 is reported in Field 32: Migrant Program, then code 5 must be reported in this field or a fatal error will be reported.

Definition: Indicate the type of Title I, Part C (Migrant) program this facility provides.

- 1 Regular ~~term~~ school year with no extended time or summer/intersession
- 2 Regular ~~term~~ school year with extended time with no summer/intersession
- 3 Summer/intersession ~~term~~ only
- 4 ~~Multi-term projects~~ Year round including regular school year and summer/intersession terms with or without extended time.
- 5 School does not participate in a Title I, Part C (Migrant) program.

Field 33 34: Tuition and Fees

Submission date:	June 30
Field use:	Postsecondary Enrollment Options Act, MCL 388.513; 388.514; 388.517; 388.521; State School Aid Act, MCL 388.1704a
State of Michigan office contact:	David Mills; 517-373-4213
Field specification:	Five characters
Record position/type:	172-176, integer
Database field name:	SIDDualEnrTuFee
SIF tag:	◇
Code/format:	This is a five-position field (NNNNN).
Dependencies with other fields:	Fields 35, 36, 37, 38, 39, 40, 41, 42

Programming edits: If a number greater than 0 is reported in Field 36: 11th-Grade Participants or Field 38: 12th-Grade Participants, this field must be reported or a fatal error will be reported.

Definition: Record the amount of tuition and fees paid for by the district for eligible and participating students. An "eligible student" is a student enrolled in at least one high school class in grades 11 or 12 and is also enrolled in a postsecondary institution during the district's regular academic year.

Field 34 35: 11th Grade Eligible

Submission date:	June 30
Field use:	Postsecondary Enrollment Options Act, MCL 388.513; 388.514; 388.517; 388.521; State School Aid Act, MCL 388.1704a
State of Michigan office contact:	David Mills; 517-373-4213
Field specification:	Three character
Record position/type:	177-179, integer
Database field name:	SIDDualEnrElevElig
SIF tag:	◇
Code/format:	This is a three-position field (NNN).
Dependencies with other fields:	34 and 36
Programming edits: This field must have a value greater than or equal to Field 36 or a fatal error will be reported.	
Definition: Record the number of 11 th -grade students eligible to participate. An "eligible student" is a student enrolled in at least one high school class in at least grade 11 who has completed all the sections of the <u>11th-grade</u> MEAP.	

Field 35 36: 11th Grade Participants

Submission date:	June 30
Field use:	Postsecondary Enrollment Options Act, MCL 388.513; 388.514; 388.517; 388.521; State School Aid Act, MCL 388.1704a
State of Michigan office contact:	David Mills; 517-373-4213
Field specification:	Three characters
Record position/type:	180-182, integer
Database field name:	SIDDualEnrElevPart
SIF tag:	◇
Code/format:	This is a three-position field (NNN).
Dependencies with other fields:	35

Programming edits: This field must have a value less than or equal to Field 35 or a fatal error will be reported.

Definition: Record the number of participating 11th-grade students for whom tuition and fees were paid. An "eligible student" is a student enrolled in at least one high school class in at least grade 11 who is also enrolled in a postsecondary institution during the district's regular academic year.

Field 36 37: 12th Grade Eligible

Submission date:	June 30
Field use:	Postsecondary Enrollment Options Act, MCL 388.513; 388.514; 388.517; 388.521; State School Aid Act, MCL 388.1704a
State of Michigan office contact:	David Mills; 517-373-4213
Field specification:	Three characters
Record position/type:	183-185, integer
Database field name:	SIDDualEnrTwelvElig
SIF tag:	◇
Code/format:	This is a three-position field (NNN).

Dependencies with other fields:

Programming edits: This field must have a value greater than or equal to the value submitted in Field 38 or a fatal error will be reported.

Definition: Record the number of 12th-grade students eligible to participate. An "eligible student" is a student enrolled in at least one high school class in at least grade 12 who has completed all the sections of the 11th-grade MEAP.

Field 37 38: 12th Grade Participants

Submission date:	June 30
Field use:	Postsecondary Enrollment Options Act, MCL 388.513; 388.514; 388.517; 388.521; State School Aid Act, MCL 388.1704a
State of Michigan office contact:	David Mills; 517-373-4213
Field specification:	Three characters
Record position/type:	186-188, integer
Database field name:	SIDDualEnrTwelvPart
SIF tag:	◇
Code/format:	This is a three-position field (NNN).

Dependencies with other fields:

Programming edits: This field must have a value less than or equal to Field 37 or a fatal error will be reported.

Definition: Record the number of participating 12th-grade students for whom tuition and fees were paid. An "eligible student" is a student enrolled in at least one high school class in at least grade 12 who is also enrolled in a postsecondary institution during the district's regular academic year.

Field 38 39: Postsecondary Courses Paid

Submission date:	June 30
Field use:	Postsecondary Enrollment Options Act, MCL 388.513; 388.514; 388.517; 388.521; State School Aid Act, MCL 388.1704a
State of Michigan office contact:	David Mills; 517-373-4213
Field specification:	Three characters
Record position/type:	189-191 integer
Database field name:	SIDDualEnrPstSecCrsPd
SIF tag:	◇
Code/format:	This is a three-position field (NNN).
Dependencies with other fields:	
Programming edits:	None
Definition:	Record the total number of postsecondary courses paid for in compliance with State School Aid Section 21b(1).

Field 39 40: Postsecondary Courses-Postsecondary Credit

Submission date:	June 30
Field use:	Postsecondary Enrollment Options Act, MCL 388.513; 388.514; 388.517; 388.521 State School Aid Act, MCL 388.1704a
State of Michigan office contact:	David Mills; 517-373-4213
Field specification:	Three characters
Record position/type:	192-194, integer
Database field name:	SIDDualEnrPstSecCrspstSecCred
SIF tag:	◇
Code/format:	This is a three-position field (NNN).
Dependencies with other fields:	
Programming edits:	None
Definition:	Record the total number of postsecondary courses paid for in compliance with State School Aid Section 21b(1) that were granted postsecondary credit.

Field 40 41: Postsecondary Courses-High School Credit

Submission date:	June 30
Field use:	Postsecondary Enrollment Options Act, MCL 388.513; 388.514; 388.517; 388.521; State School Aid Act, MCL 388.1704a
State of Michigan office contact:	David Mills; 517-373-4213
Field specification:	Three-integer
Record position/type:	195-197, integer
Database field name:	SIDDualEnrPstSecCrshSchCred
SIF tag:	<>
Code/format:	This is a three-position field (NNN).
Dependencies with other fields:	
Programming edits:	None

Definition: Record the total number of postsecondary courses paid for in compliance with State School Aid Section 21b(1) that were granted high school credit.

Field ~~41~~ 42: Courses Not Completed

Submission date:	June 30
Field use:	Postsecondary Enrollment Options Act, MCL 388.513; 388.514; 388.517; 388.521; State School Aid Act, MCL 388.1704a
State of Michigan office contact:	David Mills; 517-373-4213
Field specification:	Three-character
Record position/type:	198-200, integer
Database field name:	SIDDualEnrPstSecCrSNotCmpl
SIF tag:	◇
Code/format:	This is a three-position field (NNN).

Dependencies with other fields:

Programming edits: None

Definition: Record the total number of postsecondary courses paid for in compliance with State School Aid Section 21b(1) that the students did not complete.

Field 42 43: Alternative Services for Suspended and Expelled Students

Submission date:	June 30
Field use:	MCL 380.1310
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024
Field specification:	One character
Record position/type:	201, character
Database field name:	SIDAltSch
SIF tag:	<
Code/format:	This is a one-position field (N).

Dependencies with other fields:

Programming edits: None

Definition: This field will indicate the level of acceptance for suspended and expelled students in alternative schools for the **upcoming 2006-2007 school year**. This field must be reported by all schools; however, only alternative schools should select from options 1, 2, or 3. All non-alternative schools should select option 4.

1. The school does not accept suspended or expelled students.
2. The school accepts suspended or expelled students from the home school district only.
3. The school accepts suspended or expelled students from other school districts.
4. The school does not operate an alternative education program.

Field 43 44: Students Who Are Victims of Violent Criminal Offenses

Submission date:	June 30
Field use:	State Board of Education Unsafe School Choice Option Policy as required by No Child Left Behind
State of Michigan office contact:	Kyle Guerrant; 517-335-0565 Bob Higgins; 517-373-1024
Field specification:	Three characters
Record position/type:	202-204, integer
Database field name:	SIDVicVioCrimOff
SIF tag:	<>
Code/format:	This is a three-position field (NNN).
Dependencies with other fields:	
Programming edits:	None

Definition: Indicate the number of students who have been victims of violent criminal offenses at-on school property or at a school-sponsored activity over the past school year. A student shall be considered to be a victim of a violent criminal offense when the student, or his or her parent or legal guardian has made an official written complaint to law enforcement officials and to school officials of the student's school district residence that the student has been the victim of a violent criminal offense that occurred at school.

The written complaint to school officials and law enforcement officials is sufficient. The complaint need not be investigated by a law enforcement agency to be counted. (The student, or his or her parent or legal guardian should provide school officials with the date the alleged incident occurred and the law enforcement agency's complaint or incident number.)

As used in the Statewide Safe School Choice Policy, "violent criminal offense" means an act that constitutes criminal sexual conduct as defined by MCL 750.520b, 750.520c, 750.520d, 750.520e or

750.520g, or other serious assault, constituting a felony violation of MCL 750.81 to 750.90g, or that constitutes an assault and infliction of serious or aggravated injury under MCL750.81a.

"At school" means in a classroom, elsewhere on school premises, on a school bus or other school-related vehicle, or at a school-sponsored activity or event whether or not it is held on school premises.

In the event an act or transaction has multiple complainants (victims), the act should be counted only once. In the event that a student is the complainant of multiple acts that are not part of the same transaction, each act must be counted.

Glossary

Alcoholic Liquor	<p>Alcoholic Liquor includes any beverage containing .05 or more of alcohol by volume (MCL 436.1105). It cannot be possessed by anyone under the age of 21 (Michigan Const., Article IV Section 40). Beverages with alcohol content less than .05 by volume, such as non-alcohol beer, cannot be possessed by anyone under the age of 18 (MCL 436.28).</p> <p>257.1d "Alcoholic liquor" defined. Sec. 1d.</p> <p>"Alcoholic liquor" means any liquid or compound, whether or not medicated, proprietary, patented, and by whatever name called, containing any amount of alcohol including any liquid or compound described in section 105(2) of the Michigan liquor control code of 1998, 1998 PA 58, MCL 436.1105.</p>
Armed Robbery	The taking of property from a person by force or threat while armed with a weapon or article representing a weapon.
Armed Subject, Suspected	An individual who has been suspected of possessing a weapon, but upon investigation of the individual, none was found.
Arson	The willful or intentional damage or attempt to damage any real or personal property by fire or incendiary device. (See MCL 750.71 to 750.80.)
Balanced and Restorative Justice Conferencing (aka Transformative Conferencing)	A transformative conference brings together the people most affected by the wrongdoing: the victim, the offender, and their respective families and/or supporters. The conferencing process gives everyone present an opportunity to discuss what harm has been done, to express how the crime has affected them, and to participate in generating a plan for making things better and/or repairing the harm. The process is run by a trained facilitator, and typically takes from one to three hours.
Bullying	A student is being bullied when he or she is exposed, repeatedly and over time, to negative actions on the part of one or more students.
Criminal Sexual Conduct (CSC)	<p>Sexual penetration involving a person under the age of 16 is criminal sexual conduct. Sexual penetration includes oral sex or the insertion of any object into a person's genital or anal openings.</p> <p>Sexual touching of a person's intimate parts involving a person under the age of 13 is criminal sexual conduct. Sexual touching of a person's intimate parts involving a person aged 13, 14, or 15 is criminal sexual conduct if the actor is five or more years older. A person's intimate parts include the breast, the buttocks, groin, or genital areas and the clothing covering any of these areas.</p> <p><i>Note:</i> With regard to sexual touching between two or more students of at least the age of 13 and under the age of 16, please refer to the local district's Department of Human Services and the local district's policy on cooperating with local law enforcement and the district's Department of Human Services (formerly Family Independence Agency).</p>
Dirk	A long dagger with a straight blade
Disciplinary Referrals	<p>Staff referral that is made to the central administrative office that results in an administrative sanction. Administrative sanctions include but are not limited to:</p> <ul style="list-style-type: none"> • In-school suspension • Detention

	<ul style="list-style-type: none"> • Suspension • Expulsion • Community service
Eligible Student	A student enrolled in at least one high school class in grades 11 or 12 and also enrolled in a postsecondary institution during the district's regular academic year.
Extortion	Threatening another person for the purpose of extorting (to obtain from another by coercion or intimidation), money or property, or to compel the threatened person to do an act against the threatened person's will.
Hostage	A person who is unlawfully held
Intruder/Trespasser	An intruder or trespasser is defined as one who enters or remains on a public school campus or facility without authorization and with no lawful purpose.
Unarmed Robbery	The taking of property from a person by force or threat.
Larceny	The unlawful taking and removing of another's personal property with the intent of permanently depriving the owner; theft. Any of several types of theft (as embezzlement or obtaining another's property by false pretenses) that have been traditionally distinguished from larceny.
Physical Assault	A physical assault means intentionally causing or attempting to cause physical harm to another through force or violence as defined in Section 380.1310(3)(b) and 380.1311a (12)(b) of the Michigan Compiled Law (MCL).
School Property	Any school/facility owned by the district as well as but not limited to buses, cars, and any vehicle or property owned that is not connected to the main campus of the district.
"At School"	In a classroom, elsewhere on school premises, on a school bus or other school-related vehicle, or at a school-sponsored activity or event whether or not it is held on school premises. 380.1308(11)(a).
Stiletto	A small dagger with a tapered blade.
Tobacco Products	It is a misdemeanor for anyone under the age of 18 to possess tobacco products (MCL 722.942). Tobacco products include: cigarettes, cigars, chewing tobacco, tobacco snuff, pipe tobacco, or tobacco in any other form.
Transformative Conference	A transformative conference brings together the people most affected by the wrongdoing: the victim, the offender, and their respective families and/or supporters. The conferencing process gives everyone present an opportunity to discuss what harm has been done, to express how the crime has affected them, and to participate in generating a plan for making things better and/or repairing the harm. The process is run by a trained facilitator, and typically takes from one to three hours.
Truancy	If a student is absent without an excuse by the parent/guardian or if the student leaves school or a class without permission of the teacher or administrator in charge, it will be considered to be an unexcused absence and the student shall be considered truant (absent without permission).
Violent Criminal Offense	An act that constitutes criminal sexual conduct as defined by MCL 750.520b, 750.520c, 750.520d, 750.520e or 750.520g, or other serious assault, constituting a felony violation of MCL 750.81 to 750.90g, or that constitutes an assault and infliction of serious or aggravated injury under MCL 750.81a.
Vandalism	Willful or malicious destruction of public or private property.

Weapon	<p>The term "dangerous weapon" means a firearm, dirk, dagger, stiletto, iron bar, knife with a blade over three inches in length, pocket knife opened by a mechanical device, and brass knuckles [MCL 380.1313(4)]. The definition of firearm in section 380.11 refers to the definition of that term in the federal Gun-Free Schools Act of 1994 which in turn refers to another section of federal law which defines firearm as:</p> <ul style="list-style-type: none">• Any weapon (including a starter gun) which will or is designed or may readily be converted to expel a projectile by the action of an explosive;• The frame or receiver of any such weapon;• Any firearm muffler or firearm silencer; or• Any destructive device.
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